

**COMMUNITY REINVESTMENT**  
**(2000-2001 WISCONSIN WORKS (W-2) and RELATED PROGRAMS IMPLEMENTATION CONTRACT)**

**CONTRACT AMENDMENT #1**

to the

**WISCONSIN WORKS (W-2) and RELATED PROGRAMS CONTRACT**  
**for the period January 1, 2002 through December 31, 2003**  
**by and between**  
**the Wisconsin Department of Workforce Development**  
**and**  
**«Field1»**

**1. Funds Provided/Period Covered**

Funds are available to the W-2 Agency for the period beginning January 1, 2002, and continuing through December 31, 2003, for Community Reinvestment. In accordance with the 1999-2001 Biennial Budget an amount equal to seven percent (7%) of the total Contract amount of the 2000-2001 Wisconsin Works (W-2) and Related Programs Implementation Contract (2000-01 W-2 Contract) was reserved for Performance Bonuses. Within the seven percent (7%) amount, an amount equal to three percent (3%) of the total Contract amount is available for Restricted Use Performance Bonuses, also known as Community Reinvestment funding. Use of Community Reinvestment is limited to programs that meet Temporary Assistance for Needy Families (TANF) requirements identified in a plan submitted by the W-2 Agency and approved by the Department. Specific funding amounts and the period covered are enumerated at the end of this Amendment.

**2. Purpose and Service Conditions on the Use of the Funds**

These funds are provided for services and administrative costs described in the W-2 Agency's Community Reinvestment Plan, as approved by the Department's Contract Manager.

These funds may be used to supplement the funding level available for the 2002-2003 Wisconsin Works (W-2) and Related Programs Contract (2002-03 W-2 Contract), for uses allowed by the Department for that Contract in accordance with the Department's Policies and Procedures.

Administrative costs for Community Reinvestment, in accordance with the Final Federal TANF regulations, may not exceed fifteen percent (15%) of the total Community Reinvestment expenses.

The Department retains discretion to adjust the final amounts of administrative costs under this Amendment at the close of the Contract in accordance with the Department's contract close-out policies and procedures.

### 3. Community Reinvestment Plan Modifications and Updates

A Community Reinvestment Plan Modification must be submitted by the W-2 Agency in the event the W-2 Agency elects to substantially change an approved activity or to implement a previously unapproved activity under the W-2 Agency's Community Reinvestment Plan.

The proposed Community Reinvestment Plan Modification must be submitted to the Department's Contract Manager for approval whenever the W-2 Agency substantially increases or decreases the scope of activity or completely eliminates a previously approved activity from the W-2 Agency's Community Reinvestment Plan or if a substantial change is being made to the plan budget. A substantial change is defined as an increase or decrease of more than ten percent (10%) for any activity unless the change is less than Five Thousand Dollars (\$5,000) in which case no Community Reinvestment Plan Modification is required. The W-2 Agency's Community Reinvestment Plan must be updated for changes that are less than substantial, as defined above. If the threshold amount that requires a Plan Modification is reached by cumulative updates, a Plan Modification must be submitted to the Department's Contract Manager within thirty (30) days.

The proposed modification for Community Reinvestment activities, other than for supplementation of the 2002-03 W-2 Contract, must describe: what services are proposed to be provided; to whom (including the income eligibility); by what service provider(s); when (time period); an estimated budget; and be based on the State's TANF Plan.

The amount(s) and frequency of any supplementation(s) to the 2002-03 W-2 Contract are at the discretion of the W-2 Agency. The W-2 Agency will report any supplement(s) to the Department in accordance with the Department's fiscal policies and procedures.

The Department's Contract Manager, within thirty (30) business days of receipt of the request from the W-2 Agency, shall notify the W-2 Agency of approval or disapproval.

### 4. Fiscal Conditions on the Earning of the Funds

The Department shall reimburse Community Reinvestment expenditures when all of the following have been completed:

The community Reinvestment contract document is signed and returned to the Department;  
The W-2 Agency's Community Reinvestment activity(ies) in its Community Reinvestment Plan is approved by the Department's Contract Manager; and  
Community Reinvestment expenses are incurred and reported.

### 5. Fiscal and Participant Reporting on the Use of the Funds

Community Reinvestment expenses incurred beginning January 1, 2002, and continuing through December 31, 2003, must be reported in accordance with the Department's Policies and Procedures. The Community Reinvestment and Community Reinvestment (W-2 Supplement) reporting profiles are provided below.

## Community Reinvestment:

CARS Profile Number	Community Aids Reporting System (CARS) Profile Full Title
4000	Community Reinvestment (CR) Direct Administration and Indirect – Agency Management Support and Overhead (AMSO)
4002	CR Work Activities
4003	CR Education
4004	CR Skills Training
4005	CR Employment Services
4007	CR Human Services AODA
4008	CR Human Services Domestic Abuse
4009	CR Human Services Child Abuse
4010	CR Youth Employment
4011	CR Housing
4012	CR Child Care
4013	CR Loan Program
4014	CR Grant Program
4015	CR Transportation
4016	CR Other Assistance Payment

## Community Reinvestment (W-2 Supplement):

CARS Profile Number	CARS Profile Full Title
3998	Community Reinvestment (CR) (W-2 Supplement) TANF Eligibility Reporting – Admin
3999	CR (W-2 Supplement) Direct Administration and Indirect – Agency Management Support and Overhead (AMSO)
4101	CR (W-2 Supplement) Program Eligibility
4102	CR (W-2 Supplement) Work Activities
4103	CR (W-2 Supplement) Education
4104	CR (W-2 Supplement) Skills Training
4105	CR (W-2 Supplement) Employment Services
4107	CR (W-2 Supplement) FSET Non-ABAWD Administration
4108	CR (W-2 Supplement) FSET Non-ABAWD Participant Support
4109	CR (W-2 Supplement) FSET ABAWD Education & Training
4110	CR (W-2 Supplement) FSET ABAWD Workfare
4111	CR (W-2 Supplement) FSET-State Food Stamp Legal Alien Administration and Program
4112	CR (W-2 Supplement) FSET-State Food Stamp Legal Alien for Participant Support
4115	CR (W-2 Supplement) Transportation
4116	CR (W-2 Supplement) Other Supportive Services

Participant activities must be reported in accordance with the Department's instructions.

## 6. Payment Procedures

These funds shall be paid in accordance with the Department's Policies and Procedures.

Prepayments will equal one month's estimated operating costs (total of the New Contract Level amount in the table below divided by the number of months of the Contract period) in each of the first three months of this Contract. The Community Reinvestment prepayments will be issued on CARS profile 4151 (CR Contract Prepayment). Each month thereafter, the Department shall reimburse expenditures reported on the financial forms required by the Department.

The Department will collect advance payments in accordance with the Department's Policies and Procedures.

## 7. Statement of Intent

It is the intent of the parties that the administration of this Amendment shall not be subject to the provisions of the Contract which relate to the Wisconsin Works (W-2) performance standards and failure to serve, but that all of the other provisions of the Contract, including but not limited to the provisions relating to monitoring and corrective action, shall apply to this Amendment.

## 8. Specific Funding Amounts

Agency: «Field2»	Agency #«Field3»
Agency Type: «Field4»	Contract Period: 01/01/02-12/31/03

CARS Profile Name	Profile Contract Number	Current Contract Level	Contract Change Amount	New Contract Level
Community Reinvestment Admin	4000			\$«Field5»
CR Contract	4150			«Field6»
TOTAL				\$«Field7»

This Amendment becomes null and void if the time between the earlier dated signature and the later dated signature exceeds sixty (60) days, unless extended by the Department. Please sign both originals and return one original to the Contract Manager.

**IN WITNESS THEREOF**, the Purchaser and the W-2 Agency have executed this Amendment on the dates set forth below.

\_\_\_\_\_  
Eric Baker, Administrator  
Division of Workforce Solutions  
Department of Workforce Development

\_\_\_\_\_  
Date

\_\_\_\_\_  
W-2 Agency's Authorized Representative, Title

\_\_\_\_\_  
Date